

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** January 20, 2005

Agenda Item No. 3(O)(18)(A)

**To:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager



**Subject:** Application for Funds from the Department of Justice, Office of Victims of Crime,  
FY 2004 BJA Law Enforcement Response to Human Trafficking Grant

## RECOMMENDATION

It is recommended that the Board approve the attached resolution ratifying the County Manager's action in applying for \$795,544 in federal funds from the Department of Justice, Office of Victims of Crime, FY 2004 Bureau of Justice Assistance (BJA) Law Enforcement Response to Human Trafficking grant program to support the Miami-Dade Police Department (MDPD). The resolution additionally authorizes the County Manager to receive and expend these funds. The grant period is three years beginning on October 1, 2004 through September 30, 2007. The grant requires a 25 percent in-kind match in the amount of \$198,964.

## BACKGROUND

MDPD has applied for funds from the Department of Justice, Office of Victims of Crime, FY 2004 BJA Law Enforcement Response to Human Trafficking grant program to establish a primary training facility at the MDPD Training Bureau to conduct training specifically for cases involving human trafficking. The purpose of the program is to provide law enforcement investigators with a specific, measurable and priority focus on the identification of trafficking victims and victim rescue. The goal is to be able to aggressively investigate and prosecute those who profit from the recruitment, transport, or sale of human beings for the purpose of labor or sexual exploitation.

The grant amount requested (\$596,580) in addition to the 25 percent match (\$198,964) brings the total grant amount to \$795,544. The in-kind match is provided through budgeted fringe benefits (\$191,464) and training (\$7,500). The total grant amount will be divided equally over the three year grant period; the yearly grant total is \$265,181, including the requested funds in the amount of \$198,860 and match in the amount of \$66,321.

The total grant amount of \$795,544 will cover personnel costs (\$457,801), fringe benefits (\$191,464), computer equipment (\$9,078) and other related costs (\$137,200) necessary to for program operations.

The grant requires retroactive approval from the Board since staff submitted application by the federal deadline of October 6, 2004.



Susanne M. Torriente  
Assistant County Manager



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** January 20, 2005

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Agenda Item No. 3(O)(18)(A)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved \_\_\_\_\_ Mayor

Veto \_\_\_\_\_

Override \_\_\_\_\_

Agenda Item No. 3(O)(18)(A)  
01-20-05

**RESOLUTION NO.** \_\_\_\_\_

**RESOLUTION RATIFYING THE COUNTY MANAGER'S ACTION IN APPLYING FOR FEDERAL FUNDS FROM THE DEPARTMENT OF JUSTICE, OFFICE OF VICTIMS OF CRIME, FY 2004 BJA LAW ENFORCEMENT RESPONSE TO HUMAN TRAFFICKING GRANT TO SUPPORT THE MIAMI-DADE POLICE DEPARTMENT; AND AUTHORIZING THE COUNTY MANAGER TO EXECUTE AND AMEND SUCH CONTRACTS AND AGREEMENTS AS REQUIRED; TO RECEIVE AND EXPEND SAID FUNDS; TO RECEIVE AND EXPEND ADDITIONAL FUNDS SHOULD THEY BECOME AVAILABLE; AND TO FILE AND EXECUTE ANY NECESSARY AMENDMENTS TO THE APPLICATION**

**WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,**

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board ratifies the County Manager's action in applying for federal funds in the amount of \$795,544 from the Department of Justice, Office of Victims of Crime, FY 2004 BJA Law Enforcement Response to Human Trafficking Grant to support the Miami-Dade Police Department, in substantially the form attached hereto and made a part hereof; and ratifies the County Manager's action in executing same for and on behalf of Miami-Dade County; authorizes the County Manager to execute and amend such contracts and agreements as required, following their approval by the County Attorney's Office; to expend any and all monies received for the purposes and as described in the application; to receive, and expend additional funds should they become available; and to file and execute any necessary amendments to the application for and on behalf of Miami-Dade County, Florida.**

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman	
Dennis C. Moss, Vice-Chairman	
Bruno A. Barreiro	Dr. Barbara Carey-Shuler
Jose "Pepe" Diaz	Carlos A. Gimenez
Sally A. Heyman	Barbara J. Jordan
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 20th day of January, 2005. This Resolution and contract, if not vetoed, shall become effective in accordance with Resolution No. R-377-04.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF COUNTY  
COMMISSIONERS

HARVEY RUVIN, CLERK

Approved by County Attorney as  
to form and legal sufficiency. *KD/ym*

Kenneth B. Drucker

By: \_\_\_\_\_  
Deputy Clerk

## MIAMI-DADE POLICE BUDGET DETAIL NARRATIVE

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The following narrative provides an overview of the Budget Detail Worksheet submitted by the Miami-Dade Police Department (MDPD).

### **A. PERSONNEL:**

- Annual Salary was calculated using a bi-weekly regular rate commensurate with the position.
- The annual salary was multiplied by the percentage of the hours the employee will work on the grant and the number of employees assigned to that percentage category.
- The total cost represents the partial amount of Federal grant monies requested for Personnel Costs.
- The Fringe Benefit Costs of \$191,464 will be absorbed by the Miami-Dade Police Department to be included as part of the 25% In-kind Match.

**B. FRINGE BENEFITS:** The fringe benefits are calculated using the percentage of the time the employee will work on the grant as the multiplier.

- Social Security Benefits: FICA 6.20% and MICA 1.15%
- Retirement is calculated at **18.53% for High Risk (Sworn Personnel)** that include Sergeants and Detectives and **7.39% for Regular (Non-Sworn Personnel)**
- **Group Health Insurance:** calculated at \$5,950 per year, per employee
- **Group Life Insurance:** calculated at .0324% of the Base Annual Salary
- **Workers' Compensation:** \$1,341.00 per year, per employee
- **General Liability:** \$482.00 per year, per employee
- **Police Professional Liability (Sworn Personnel Only)** \$471.00 per year, per employee

**C. TRAVEL:**

- NO TRAVEL

**D. EQUIPMENT:**

- Laptop computers will be used by detectives in the field to conduct record checks to assist in locating potential witnesses and/or suspects.

**E. SUPPLIES:**

- NONE

**F. CONSTRUCTION:**

- No monies are requested for construction.

**G. CONSULTANTS / CONTRACTS:**

- NONE

**H. OTHER COSTS:**

- The Miami-Dade Police Department's Training Bureau will serve as the primary training facility for the Human Trafficking Training. The training is calculated at 120 Days of training at an average cost of \$250.00 per day.
- 30 of the training days equal to \$7,500.00, will be absorbed by the Miami-Dade Police Department to cover part of the 25% In-Kind Match.
- Video preparation costs are calculated at \$600.00 per day for 7 days and an additional \$3,000.00 for production staff.
- Video editing is calculated at \$10,000.00 per editing minute times 10 minutes of video.

**I. INDIRECT COSTS:**

- No monies are requested for indirect costs.

**TOTAL FUNDING REQUEST: \$795,543.84**

**AMOUNT OF REQUEST FROM GRANT: \$596,579.84**

**TOTAL IN-KIND MATCH: \$198,964.00**

- **THE TOTAL AMOUNT OF THE GRANT WILL BE BROKEN DOWN EVENLY INTO A THREE YEAR PROGRAM WITH THE TOTAL AMOUNT OF FEDERALLY REQUESTED FUNDS OF \$198,859.94 PER YEAR.**
- **DEPARTMENTAL IN-KIND MATCH WILL CONSIST OF \$66,321.33 PER YEAR.**

# BUDGET DETAIL WORKSHEET

## A. PERSONNEL

NAME/POSITION	PAY	Time Frame of Grant (2 Years)	TOTAL FOR GRANT LIFE	COMPUTATION	
				%	COST
Media Sergeant	\$60,424.00	3	\$181,272.00	75.00%	\$135,954.00
Investigative Sergeant	\$60,424.00	3	\$181,272.00	50.00%	\$90,636.00
Police Instructor	\$46,841.60	3	\$140,524.80	50.00%	\$70,262.40
Police Instructor	\$46,841.60	3	\$140,524.80	50.00%	\$70,262.40
Data Entry Clerk	\$40,305.09	3	\$120,915.27	75.00%	\$90,686.45
TOTAL:					\$457,801.25

## B. FRINGE BENEFITS

NAME/POSITION	COMPUTATION		COST PER YEAR	Time Frame of Grant ( 3 Years)	TOTAL
	RATE	%			
Employer's FICA	\$457,801.25	6.20%	\$28,383.68	3	\$84,830.57
Retirement	\$457,801.25	18.53%			\$84,830.57
Uniform Allowance	\$300.00	4	\$1,200.00	3	\$3,600.00
Health Insurance	\$17,850.00	50.00%	\$8,925.00	3	\$26,775.00
Health Insurance	\$11,900.00	75.00%	\$8,925.00	3	\$26,775.00
Worker's Compensation	\$4,023.00	50.00%	\$2,011.50	3	\$6,034.50
Worker's Compensation	\$2,682.00	75.00%	\$2,011.50	3	\$6,034.50
Group Life Insurance	\$607.67	50.00%	\$303.84	3	\$911.51
Group Life Insurance	\$267.84	75.00%	\$200.88	3	\$602.64
General Liability	\$1,446.00	50.00%	\$723.00	3	\$2,169.00
General Liability	\$964.00	75.00%	\$723.00	3	\$2,169.00
Police Professional Liability	\$1,413.00	50.00%	\$706.50	3	\$2,119.50
Police Professional Liability	\$471.00	75.00%	\$353.25	3	\$1,059.75
TOTAL:					\$191,464.64

## C. TRAVEL

PURPOSE	LOCATION	ITEM	COMPUTATION					COST
			PRICE	PEOPLE	TRIPS	NIGHTS	DAYS	
TOTAL:								\$0.00

## D. EQUIPMENT

Miami-Dade Police Department  
Human Trafficking Grant



COMPUTATION			
ITEM	QUANTITY	PRICE	COST
Dell Laptops	2	\$4,538.97	\$9,077.94
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
TOTAL:			\$9,077.94

#### E. SUPPLIES

COMPUTATION			
ITEM	QUANTITY	PRICE	COST
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
TOTAL:			\$0.00

#### F. CONSTRUCTION

PURPOSE	DESCRIPTION OF WORK	COST
TOTAL:		\$0.00

#### G. CONSULTANTS/CONTRACTS

Miami-Dade Police Department  
Human Trafficking Grant

		COMPUTATION		
NAME OF CONSULTANT	SERVICE PROVIDED	PRICE PER DAY	# DAYS	COST
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
			TOTAL:	\$0.00

## H. OTHER COSTS

	COMPUTATION		
DESCRIPTION	# of Days	PRICE	COST
Training Facility	120	\$250.00	\$30,000.00
Video Preparation		\$4,200.00	\$4,200.00
Production Crew		\$3,000.00	\$3,000.00
Video Editing		\$100,000.00	\$100,000.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		TOTAL: \$137,200.00	

## **I. INDIRECT COSTS**

	COMPUTATION		
DESCRIPTION	QUANTITY	PRICE	COST
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
		TOTAL:	\$0.00

Miami-Dade Police Department  
Human Trafficking Grant